

**ST. AUGUSTINE SHORES SERVICE CORPORATION
BOARD MEETING JULY 13, 2023 6:00 P.M.
MINUTES**

MEETING WAS CALLED TO ORDER AT 6:07 P.M.

**APPROVAL OF THE JUNE 8TH 2023 MEETING WAS MOTIONED BY
MARY JENSON AND SECONDED BY NICOLAS AROCHA**

Sue Chitwood President welcomed everyone and proceeded with introducing the new Audit Committee.

MOTION #1 Mary Jenson motioned to appoint the new Audit Committee and Brad Smith seconded, vote was unanimous.

AMERIS BANK INFORMATION: Lisa Watt, Manager for the Shores Branch was invited to speak to the members regarding the Service Corporations bank account. They have a program that will separate our money into different accounts to make it FDIC protected. Great information from Lisa.

TREASURERS REPORT: Nicolas Arocha

PRESIDENTS REPORT: Sue Chitwood thanked everyone for attending the meeting. Announcements were made on the Board hiring a new CPA firm for the Service Corporation. Sue then introduced our new General Manager and explained the hiring process to the members.

SHANNA FREDRICKSON was introduced as our new General Manager/CAM. She spoke with the members and shared her

background and experience in the property management industry. Shanna was warmly welcomed by the members.

OLD BUSINESS: Updates were given regarding all of the repairs/renovations being done at the Riverview Club. The roof repairs then replacement of the roof, pool pump house and bathhouse repairs and renovations. Updates regarding the reserve study which will take place in January 2024 with full report given in March 2024. KB Homes updates consisted of them touring our facility to see the repairs/renovations that need to be done, since they are advertising our amenities.

NEW BUSINESS: Updates were given regarding the pool service.

MOTION #2 Brad Smith motioned to approve Alegro Pool Service to combine 3 pool services with them for \$13,700.00 for the balance of the year to December 31, 2023. Mary Jenson seconded, vote was unanimous.

Updates were given on the HVAC systems replacement, mold remediation, renovations in the Club House and Pier repairs. Also drainage issues on Sevilla Dr.

MOTION #2a Kathy Schroeder motioned to approve the expenditure of \$115,000-\$125,000 to replace the old Clubhouse HVAC system with the following Trane equipment. Replace three to six 7.5 ton condensing units, replace two 5 ton condensing units, replace three 15 ton air handling units, replace two 5 ton air handling units. Install 2 ductless mini split units in the bathhouse. Carol McCutcheon seconded, vote was unanimous.

MOTION #3 Kathy Schroeder motioned to approve the field locating and exploratory video of Sevilla Dr of the corrugated metal drainage pipe that has failed in a couple of spots. The pipe might be located in a Service Corporation easement. Mary Jenson seconded, vote was unanimous.

Updates were on the lakes/ponds/shore maintenance

MOTION #4 Carol McCutcheon motioned to approve the investigation and quotes for failing lakes/ponds and shore banks. The pond maintenance is the responsibility of the Service Corporation. Kathy Schroeder seconded, vote was unanimous.

Updates were given on lake dredging

MOTION #5 Nicolas Arocha motioned to approve the investigation environmental permitting and quotes for the South and North Holiday lakes/ponds and dredging needs. The lakes/ponds maintenance and repairs is the responsibility of the Service Corporation. Mary Jenson seconded, vote was unanimous.

COMMITTEE REPORTS:

Dirk Schroeder, Committee Liaisons gave a brief overview of the Committees and asked for members to please sign up.

MOTION #6 Mary Jenson motioned to approve the creation of the Communications Committee and the Beautification Volunteers Committee, to rename the Riverview Facilities and Grounds Committee to the Buildings and Grounds Committee, to have the Wildflower Committee and the Beatification Volunteers Committee to be classified as "Sub-Committees" of the Building and Grounds Committee, to

approve the revisions to the definitions of all of the Committees and to approve all the Committee Chairpersons, Liaisons and Members.

Nicolas Arocha seconded, vote was unanimous.

The Activities Committee has been meeting and updated the members on ideas for future activities such as a Jewelry show, card night, scrabble, bocce ball, trivia night to just name a few.

AFTER DIRECTOR COMMENTS AND MEMBERSHIP COMMENTS THE MEETING WAS ADJOURNED AT 8:10 P.M.